



Professional Development Program

April 10, 2026 at 11:30am-1:30pm

Hyflex Meeting - Room OC 3504

1 Barnard Drive, Oceanside, CA 92057

OFFICIAL MINUTES

- I. **Call to Order**
Roberts called the meeting to order at 11:36am.
- II. **Remote Member Attendance**
Erica Duran and Andrea Petri joined remotely under the provisions of Just Cause.
- III. **Roll Call**
Present: Aaron Roberts, Rica French, Ghada Osman, Zika Perovic (online), Andrea Petri, John Makevich, Brian Page, Erica Duran, Ansina Green, Lynnie Trzoss
Absent: Dominique Ingato (Sabbatical), Jim Julius, **Bruce Hoskins, Tricia Hoste.**
Note: Administrative Assistant acknowledged Tricia Hoste & Bruce Hoskins as Present after 11:43am.
Others: Andrea Gonzalez- Karlsson.
- IV. **Persons Wishing to Address the Committee**
French highlighted the return of Artemis II today, referencing that there could be an issue with the return due to a heat shield malfunction.
- V. **Changes to Agenda Order**
Roberts moved to hear Reports ahead of Business. Seeing no objections to this motion – Reports were read ahead of Business Items.
- VI. **Consent Calendar**
The minutes of February 20, 2026 were approved unanimously.
- VII. **Information**
Canvas Calendar as a Tool
Description: *How canvas calendar can work as a tool for PDP/FLEX communications.*

The committee discussed the potential use of Canvas as a communication tool for Flex programming, including calendar notifications and messaging features. While some members noted concerns about adding another communication channel, others emphasized the opportunity to better integrate Flex engagement into existing faculty workflows and improve awareness of deadlines and opportunities. No final decision was made; further consideration is needed.

Additionally, the committee discussed increasing awareness of Flex credit opportunities

for associate faculty, particularly for governance and committee participation, noting that these options exist but are not widely understood.

A. Associate Faculty Committee Service

Description: *PDP will consider instituting a policy that would allow flex credit for committee service for Associate Faculty.*

Page shared that his understanding was that if you're not paid, associate faculty are eligible to claim flex credit for committee meetings. French, shared what precipitated this discussion because this is always known. Roberts clarified that he was asked a question about it and he thinks that it just needs to be more widely broadcasted. Page shared that in future negotiations it would be great for current committee chairs of [5 committees where AF are paid] would advocate for this more broadly. Hoskins shared that the messaging should be more widely broadcasted, but when he has brought them on as new hires he isn't triggered to say, "hey, get more involved." There is a clean deliniation between those who know and those who don't. As a department chair he wants to make sure that he more broadly communicates this – context [he just went through the faculty hiring committee process.]

VIII. Discussion

Flex Days Planning

Description: *PDP will use this time to work in groups and begin populating the flex schedule and a conversation around the PDP schedule design.*

Roberts and committee members led a comprehensive planning discussion for Flex Week, with a focused emphasis on the in-person kickoff event scheduled for Tuesday. The committee reviewed the overall structure of the week, including Associate Faculty Orientation on Monday afternoon and workshop offerings throughout the week, noting the need to confirm final timing and coordination.

Discussion centered on developing a dynamic, community-centered kickoff experience. Members proposed a mix of interactive and showcase-style programming, including a sabbatical showcase with a kombucha bar, study abroad presentations, and faculty-led demonstrations designed to highlight pedagogical practices and connect activities to student outcomes. Wellness and engagement activities such as yoga, Tai Chi, line dancing, cooperative games, and potential community partnerships (e.g., Roots of Justice) were also discussed.

The committee noted the importance of balancing creativity with fiscal responsibility, hinting at a working PDP budget of approximately \$5,000 for supplies and refreshments. Members also explored the possibility of an off-site BrewTech/TCI tour as a culminating activity.

Logistical planning included improving signage, navigation, and check-in processes. The group discussed using maps, QR-coded schedule cards, and additional staffing at

check-in tables to improve participant experience. Coordination with Facilities and PIO was identified as critical to ensure proper setup and communication. Members also noted the need for structured transitions and clearer event flow to balance engagement with accessibility. Many ideas were generated:

IX. Reports

A. Aaron Roberts - PDP Coordinator

Roberts shared that he will remain involved with PDP but not as Chair moving forward. Updates included recent engagement efforts such as an AI-focused event led by NCHEA with approximately 200 participants and noted that the conference hosts do not want to go forward with the conference next year.

Special mention of ongoing planning for the Cultural Competency Conference at the Community Learning Center with members of DEqCC.

An upcoming event next week Roberts will attend Senate to deliver on goals and discussion around PDP, specifically around the December 14th Flex Day. Would like to develop a plan for this in today's meeting. He highlighted the PDP survey results [42 responses so far] with strong feedback. Erica Duran and others have used Notebook LM AI tool to analyze the feedback which was presented to members of the committee.

B. Erica Duran - Joyful Teacher

Duran provided updates on the C3 website transition to Canvas and shared progress on the "Joyful Campaign," which has received positive feedback, particularly from associate faculty. Preliminary survey results (42 responses to date) indicate continued interest in flexible and accessible professional development offerings, including recorded sessions. Duran and Roberts discussed options for structuring workshop delivery, including a conference-style Zoom format with breakout rooms to allow for multiple concurrent sessions and increased flexibility for participants.

C. Israel Pastrana - DEqCC Chair

Pastrana shared Cultural Competency Conference planning is focused on a community-centered learning theme, engagement with local perspectives and practices, including topics such as non-racialized approaches to policing and anti-racist housing. Proposed activities include community-based excursions, such as a mural tour at Joe Balderrama Park, aligning with survey results.

D. Jim Julius - MOE Chair

Julius was attending an on-campus SDICCA Meeting with visiting Interns. campus.

X. The meeting adjourned at 1:33 p.m.